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HOUSE RESOLUTION

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WHEREAS, Pursuant to the Department of Central Management Services Law of the Civil Administrative Code of Illinois and the Personnel Code, the Department of Central Management Services is responsible for administering the Personnel Code; and

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WHEREAS, Under the Personnel Code, a State employee's record of performance may be taken into consideration in determining salary increases and promotions, and "shall be considered as a factor in determining salary decreases, the order of layoffs because of lack of funds or work, reinstatement, demotions, discharges and geographical transfers"; and

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WHEREAS, Management's right to evaluate State employees is a fundamental right recognized by union contract, which generally provides that "written evaluations shall be prepared by the Employee's supervisor who is outside the bargaining unit and/or an employee in the same or higher position classification which has historically performed such evaluation who either has first-hand knowledge of the employee's work or has discussed and received recommendations from someone who does." [Agreement between the Department of Central Management Services and the American Federation of

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1 State, County and Municipal Employees Council 31, AFL-CIO
2 (AFSCME Master Contract)]; and

3 WHEREAS, Rules adopted by the Department of Central
4 Management Services require an employee's performance records
5 to include "an evaluation of employee performance prepared by
6 each agency on forms prescribed by the Director" of Central
7 Management Services, and further require two such evaluations
8 be conducted for employees serving a six month probationary
9 period and not less often than annually for certified employees
10 [80 Ill. Adm. Code 302.270] ; therefore, be it

11 RESOLVED, BY THE HOUSE OF REPRESENTATIVES OF THE
12 NINETY-NINTH GENERAL ASSEMBLY OF THE STATE OF ILLINOIS, that
13 the Auditor General is directed to conduct a management audit
14 of the State of Illinois' employee performance evaluation
15 process or processes for positions that are subject to the
16 Personnel Code; and be it further

17 RESOLVED, That the management audit include, but not be
18 limited to, the following determinations:

19 (1) Whether employee performance evaluations are
20 conducted in a timely manner and, if not, the causes for
21 delays;

22 (2) Whether employee performance evaluations are
23 conducted using prescribed forms and whether those forms

1 are updated;

2 (3) Whether employee performance evaluations are
3 conducted in accordance with other applicable
4 requirements; and

5 (4) Whether employee performance evaluations are
6 relied upon by management in making personnel decisions,
7 such as salary changes, promotions, demotions and
8 discharges; and be it further

9 RESOLVED, That the Department of Central Management
10 Services and any other State agency or other entity or person
11 that may have information relevant to this audit cooperate
12 fully and promptly with the Auditor General's Office in its
13 audit; and be it further

14 RESOLVED, That the Auditor General commence this audit as
15 soon as practical and report its findings and recommendations
16 upon completion in accordance with the provisions of Section
17 3-14 of the Illinois State Auditing Act.